

MANUAL OF POLICY

POLICY NUMBER: II-9

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POLICY TITLE: Instructional Personnel: Minimum Amount of Service Required for One Year of Service Credit


LEGAL AUTHORITY: FLORIDA STATUTES 1004.64 AND 1012.83

DATE OF LAST REVIEW: 6/21/2005, 6/19/2007, 7/21/2009, 7/19/2011, 7/16/2013 and 9/17/2024

DATE OF BOARD ACTION: 1/9/1974, 11/23/1981, 10/23/2001, 6/21/2005, 7/21/2009 and 9/17/2024

A year of service for full-time instructional personnel shall consist of at least one day more than one-half of the number of days required for the normal contractual period of service for the position held during that contract year and shall:

- A. include leave for which compensation was received;
- B. be subject to the collective bargaining agreement, absence from duty after the date of beginning of service must be duly authorized;
- C. have only one year of service recognized within one contractual year;
- D. include extended professional leave with pay to be applicable towards years of service credit; and
- E. exclude work performed on an overload basis as full-time actual service credit.

	9/17/2024
CHAIRMAN	DATE